

<Date>

«First\_Name» «Middle\_Name» «Last\_Name»

«Address»

«City», «State» «Zip»

Dear Ms. «Last\_Name»:

We are writing to you regarding your participation in the National Birth Defects Prevention Study. Our records show that your participation will be complete when you <<and your family/your child/the father>> finish the cheek cell sample collection.

During the past month, we contacted you by telephone requesting that you complete the cheek cell sample collection; however, we have not received a response from you. If you wish to complete your participation, please complete the cheek cell sample collection within two weeks of the date of this letter. To compensate you for the time required to complete the study, an additional \$20 money order will be sent to you after you return the cheek cell samples. If we do not receive the sample collection within the next two weeks, we will assume that you do not wish to complete your participation.

If you have any questions, please call \_\_\_\_\_, toll-free, at \_\_\_\_\_. . Thank you.

Sincerely,

